

# THE WRITING PROCESS STEPS

## 5 Final Copy

Write or type your final copy. Is it neat and legible?

## 4 Proofreading

Reread your story looking carefully at each word for spelling and grammar mistakes. Did you use complete sentences and proper punctuation?

## 3 Revision

Read your first draft carefully. Have you produced a good opening? Have you included descriptive details? Do you need to make changes? Read your story to a friend. Have you included some dialogue? Does your story make sense? Have you stayed on topic? Does your ending relate to the opening statement in some way?

## 2 First Draft

Using the information from your Prewriting activity, begin writing your story on lined paper. Skip every other line. These spaces will provide room for the revision and proofreading steps. This is your rough or practice copy so try to get all your ideas down on paper. Do not worry too much about making mistakes. You can correct them in the next two steps.

## 1 Prewrite

What will you write about? Make a list of several ideas. You may discuss some of the best ideas with other people before selecting the best one. Plan your story using a storyboard, list, web, or chart to map out how the story will unfold.. Write a beginning sentence that is interesting. List descriptions of the setting and character(s). Write out simple phrases or sentences that describe the action in the story. Think about how the story will end. Don't forget to use figurative language.

